



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Michael B. Morris Jr., Treasurer  
Reform Party of the United States of  
America  
P.O. Box 9  
Dallas, TX 75221

DEC 22 1999

Identification Number: C00331314

Reference: April Quarterly (1/1/99-3/31/99), July Quarterly (4/1/99-6/30/99) and  
October Quarterly (7/1/99-9/30/99) Reports

Dear Mr. Morris:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your report discloses limited payments for administrative expenses. Each national party committee utilizing separate federal and non-federal accounts is required to allocate any administrative expenses between the accounts in proportion to the fixed federal percentage indicated on FEC Schedule H1. A Schedule H1 must be filed with the first FEC FORM 3X submitted each year. 11 CFR §106.5(b)

Any goods or services provided to your committee by a person, except volunteer activity (i.e., a person's time), would be considered an in-kind contribution from that person, and would be subject to the disclosure requirements of 2 U.S.C. §434(b)(3) and 11 CFR §104.13, and the limitations and prohibitions of 2 U.S.C. §§441a and 441b.

Clarification regarding administrative expenses should be disclosed during each two year election cycle beginning with the first report filed in the non-election year. Please provide the necessary information regarding administrative expenses incurred by your committee and/or amend your report to disclose such expenses according to the referenced provisions of the Act and Commission Regulations.